

DIVISION OF CUSTOMER SERVICES
CENTER FOR PROFESSIONAL BOARDS AND COMMISSIONS
BOARD OF MENTAL HEALTH COUNSELORS AND MARRIAGE AND FAMILY
THERAPISTS

3 CAPITOL HILL
CONFERENCE ROOM 104
PROVIDENCE, RHODE ISLAND

Friday, September 30, 2016
10:19 a.m.

OPEN SESSION MINUTES

BOARD MEMBERS IN ATTENDANCE

Dale Blumen, MFT
Joseph Costa, Public Member
Terrance Giblin, MFT, MHC, Chair
Michelle Gonzalez, Public Member
Noelle Harris, MHC
Elizabeth Johnson, MFT

BOARD MEMBERS NOT IN ATTENDANCE

Ronald Mancini, MHC
James Pinel, MHC

STAFF MEMBERS IN ATTENDANCE

Alana Rodriguez, Board Manager
Sarah Harrigan, Chief of The Center for Professional Boards and Commissions

OTHERS IN ATTENDANCE

None

1. Establishment of a quorum

A meeting of the Board of Mental Health Counselors and Marriage and Family Therapists was held on Friday, September 30, 2016 at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. A quorum was established and the Open Session meeting was called to order at 10:19 a.m. on a motion by Dale Blumen and seconded by Elizabeth Johnson. Motion carried.

2. Presentation of the May 13, 2016 Open Session Meeting Minutes

Motion was made by Noelle Harris and seconded by Elizabeth Johnson to accept the Open Session minutes of May 13, 2016. The Board voted unanimously to approve the Open Session minutes as presented. Motion carried.

3. Board Manager Report

a. Announcement and Introduction

Alana Rodriguez introduced herself to the board as the newly assigned board manager and provided a brief introduction. Ms. Rodriguez also introduced new board member, Michelle Gonzalez.

b. Webfile Repository

Alana Rodriguez informed the Board that the Department is in the process of establishing a webfile repository which will allow board managers to upload board matter documents onto the web. Board members will have access to the webpage and members can review the materials prior to the meeting to prepare to discuss materials at the board meeting. Instructions will be provided to board members and will be notified when available.

c. Investigating Committee

Ms. Rodriguez reviewed the board composition and complaint process according to the Statute. Investigating Committees were formed for complaint review and the webfile repository.

d. Licensee Information

The Department issued 7 Marriage and Family Therapists and 53 Mental Health Counselors licenses this year thus far and currently there are 97 Marriage and Family Therapists and 640 Mental Health Counselors active licenses in the state.

4. Old Business

a. Rules and Regulations for licensure

Sarah Harrigan explained the board's role and the process of legislative and regulatory changes. Sarah Harrigan gave background to the board on last year's legislative changes submission. Noelle Harris provided new information to the board in order to accomplish the board's proposed regulatory changes. Noelle will provide at the next meeting the new revised regulatory changes.

5. New Business

a. Scope of Practice and licensure requirements

The board provided Ms. Rodriguez clarification of scope of practice and licensure requirements on topics such as: record retention, e-therapy and continuing education credits.

b. Board Meetings

The board voted to continue to have meetings on Fridays at 10 a.m.

6. Motion to adjourn to Closed Session

Motion was made by Dale Blumen and seconded by Terrance Giblin to adjourn to Closed Session at 10:27 a.m. Motion carried. Pursuant to Sections 42-46-4 and 42-46-5(a)(1) of the Rhode Island General Laws, for the purpose of discussing job performance, character, physical or mental health of applicants for licensure. Said individuals have been notified in advance by writing that they may request that the discussion be held at an open meeting. Also, pursuant to Sections 42-46-4 and 42-46-5(a)(4) of the Rhode Island General Laws, for investigatory proceedings regarding allegations of civil or criminal misconduct.

7. Motion to return to Open Session

Motion was made by Terrance Giblin and seconded by Joseph Costa at 12:09 p.m. to re-open the Open Session and to seal the Minutes of the Closed Session pursuant to Sections 42-46-4, 42-46-5 and 42-46-7 of the Rhode Island General Laws. Motion carried.

8. Final Actions on all votes taken in Closed Session

- The board proposed action on three cases and approved two continuing education extension requests.

9. Adjournment

The next Board of Mental Health Counselors and Marriage and Family Therapists meeting will be held TBD at the Rhode Island Department of Health, Conference Room 104, 3 Capitol Hill, Providence, RI 02908. Motion was made by Noelle Harris and seconded by Terrance Giblin to adjourn at 12:09 p.m. Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Alana Rodriguez", with a stylized flourish at the end.

Alana Rodriguez
Board Manager
Center for Professional Boards and Commissions